

# **MUNICIPALITY OF THE COUNTY OF ANTIGONISH**

## **ASSET MANAGEMENT AGENDA**

**Tuesday, January 22, 2019, 7:00 pm**

**Council Chambers**

**Municipal Administration Building**

**285 Beech Hill Road**

**Beech Hill, NS B2G 0B4**

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1. Call to Order – Chairman, Councillor Bill MacFarlane

2. Approval of Agenda

3. Approval of January 8, 2019 Minutes

4. Business Arising from the Minutes

5. Continuing Business

a. Review of 2019/20 Preliminary Capital Priorities

Please see the attached tables, listing capital priorities for the 2019/20 fiscal year. Staff will provide further details at the meeting. The Committee is sked to discuss and provide guidance.

6. New Business

There is no new business.

7. Additions to the Agenda

8. In Camera Items

9. Adjournment

# STRATEGIC PRIORITIES CHART December, 2017 (amended Mar. 2018)

COUNCIL PRIORITIES	
<b>NOW</b> <ol style="list-style-type: none"> <li><b>BROADBAND PROPOSAL: Agreement</b> – Jan.</li> <li><b>INTERNET SERVICE: Business Case</b> – March</li> <li><b>CELLULAR SERVICE: Business Case</b> – May</li> <li><b>NEW BUSINESS PARK: Options</b> – June</li> <li><b>REN STRATEGY: Review</b> – Mar.</li> </ol>	
<b>NEXT</b> <ul style="list-style-type: none"> <li>ACCESSIBILITY: Audit</li> <li>INFRASTRUCTURE FUNDING: PLAN</li> <li>WATER: Assessment &amp; Projects</li> <li>SEWER: Assessment &amp; Projects</li> <li>GUYSBOROUGH: Collaboration Meeting</li> <li>TOURISM PROGRAM: Review</li> </ul>	<b>ADVOCACY/PARTNERSHIPS</b> <ul style="list-style-type: none"> <li><i>Broadband Funding (Province)</i></li> <li><i>Long-Term Care Facility Funding (Province)</i></li> <li><i>Aging In Place Program (Province)</i></li> <li><i>NS Broadband Study (Province)</i></li> <li><i>PFN: CEDI Initiatives</i></li> </ul>
CLERK TREASURER	FINANCE
<ol style="list-style-type: none"> <li><b>REN STRATEGY: Review</b> – Mar.</li> <li><b>INDUSTRIAL PARK –LAND AD, SALE &amp; NEW BUSINESS PARK: Options</b> - June</li> <li>Asset Management System: Phase 1 – June <ul style="list-style-type: none"> <li>Emergency Management Coordination</li> <li>Leadership Team Development Program</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>INFRASTRUCTURE FUNDING: Plan – Jun</li> <li>Water Meter System: Integration</li> <li>Landfill Billing System: Review – Mar. <ul style="list-style-type: none"> <li>Water Utility Rates: Review – Oct.</li> <li>Information Technology Strategy: Sept</li> </ul> </li> </ol>
PUBLIC WORKS	RECREATION
<ol style="list-style-type: none"> <li>SEWER TREATMENT: Assessments &amp; Problem ID – Sept.</li> <li>WATER SYSTEM: Assessment – Mar.</li> <li>WATER SYSTEM: Upgrades <ul style="list-style-type: none"> <li>Facilitate Asset Condition Assessments</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>Active Transportation: Action Plan – April.</li> <li>MPAL: Recreation Plan – June.</li> <li>Part Time Staff Leadership Program – April</li> <li>Support Community Initiatives – Jan 2019 <ul style="list-style-type: none"> <li>Recreation for All Program – Jan 2019</li> </ul> </li> </ol>
SUSTAINABILITY	PLANNING
<ol style="list-style-type: none"> <li>ACCESSIBILITY: Audit – Mar.</li> <li>Emergency Business Continuity Plan – May.</li> <li>Renewable Energy: Options – June (Prov.) <ul style="list-style-type: none"> <li>PFN: CEDI Initiative Next Steps – April</li> <li>Municipal Awareness Strategy – September</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>EASTERN ANTIGONISH PLAN REVIEW – Sept.</li> <li><i>Civic Address Internal Audit</i> – April</li> <li>Amendments – PAC Jan/Feb. <ul style="list-style-type: none"> <li>Antigonish Affordable Housing (Phase 3)</li> <li>MacDonald Dairy Warehouse</li> <li>Levy's Leather Warehouse</li> </ul> </li> </ol>
ADMINISTRATION	ADMINISTRATION
<ol style="list-style-type: none"> <li><b>BROADBAND PROPOSAL: Agreement</b> – Jan.</li> <li><b>INTERNET SERVICE: Business Case</b> – March</li> <li><b>CELLULAR SERVICE: Business Case</b> – May <ul style="list-style-type: none"> <li>Newsletter Review</li> <li>Online Media Refresh</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>GUYSBOROUGH: Collaboration – Mar.</li> <li>TOURISM Review/Scan – Mar.</li> <li>Internet Upgrades – Mar. <ul style="list-style-type: none"> <li>Court House: Assessment - Mar</li> <li>Dog Control Program: Review - June</li> </ul> </li> </ol>

**CODES:** BOLD CAPITALS = NOW Priorities; CAPITALS = NEXT Priorities; *Italics* = Advocacy; Regular Title Case = Operational Strategies

# MUNICIPALITY OF THE COUNTY OF **ANTIGONISH**

## **Asset Management Meeting Minutes**

Tuesday, January 8, 2019, 5:30 pm  
Council Chambers  
Municipal Administration Building  
285 Beech Hill Road  
Beech Hill, NS B2G 0B4

Present were: Warden Owen McCarron  
Deputy Warden Hugh Stewart  
Councillor Mary MacLellan  
Councillor Donnie MacDonald  
Councillor Vaughan Chisholm  
Councillor Remi Deveau  
Councillor John Dunbar  
Councillor Gary Mattie  
Councillor Bill MacFarlane

Regrets: Councillor Neil Corbett

Staff Present: Glenn Horne, Clerk-Treasurer  
Beth Schumacher, Deputy Clerk  
Allison Duggan, Director of Finance  
Daryl Myers, Director of Public Works

1. **Call to Order – Chairman, Councillor Bill MacFarlane**

The meeting of the Asset Management Committee was called to order by the Chair, Councillor MacFarlane, at 5:29pm.

2. **Approval of Agenda**

Councillor MacFarlane called for any additions or deletions to the agenda. Councillor MacFarlane added one item: Business Corridor.

**Moved By** Councillor MacDonald

**Seconded By** Warden McCarron

*That the agenda be approved as amended.*

**Motion Carried**

3. **Approval of December 4, 2018 Asset Management Minutes**

Councillor MacFarlane called for any errors or omissions to the minutes of the previous meeting.

**Moved By** Councillor Deveau

**Seconded By** Councillor MacLellan

*That the Asset Management minutes of December 4, 2018 be approved as presented*

**Motion Carried**

**4. Business Arising from the Minutes**

There was no business arising from the minutes.

**5. Continuing Business**

**a. Consideration of Investing in Canada Infrastructure Program (ICIP) Applications**

Mr. Horne spoke to the ICIP funding program and it's upcoming deadline. The Province has asked for two projects to be identified and prioritized. Two projects that were previously identified as capital projects are before the Committee for confirmation and prioritization: North Grant Water and the Church Street to Beech Hill water looping project.

Mr. Myers provided a project update for the Fringe Fire Flow project: EXP has completed their modelling, and Strait Engineering is using that information to inform their study. With the information from that study, the Municipality is looking at putting a water storage tower near Market Street, which will connect to water supplies on Highway 7. This project would be a good candidate for an ICIP program application in the future.

**Moved By** Councillor MacDonald  
**Seconded By** Councillor MacLellan

*The Committee recommends that Municipal Council considers the following capital projects, and prioritizes them as shown, for the purpose of applying for funding under the ICIP:*

1. North Grant Water Line
2. Church Street to Beech Hill Water Looping Project

**Motion Carried**

**6. New Business**

There was no new business.

**7. Additions to the Agenda**

**a. Business Corridor**

Councillor MacFarlane spoke further to the topic, which was raised at the last Committee of the Whole meeting in December. He has started to speak to business operators in the area to gauge interest, and would be interested in requesting staff to look into options for naming the area, as well as the road D-38. Consensus of the Committee was to have staff prepare a report on the matter.

8. **Adjournment**

**Moved By** Councillor Deveau

*That the Committee of the Whole meeting be adjourned at 5:56pm.*

**Motion Carried**

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Councillor Bill MacFarlane

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Glenn Horne, Municipal Clerk/Treasurer

Consolidated Infrastructure Inventory				
Project #	Year	Project Name	Description	Cost Estimate or Actual
1		Cunningham Road Water Externsion	To provide water services to residents of Cunningham Rd	\$206,000
2		Williams Point Water Extension	To provide water services to residential and commercial property and open area for development	\$638,303
4	2014/15	Beech Hill Road Sewer & Water Extension	Extension of services along Beech Hill Road connecting existing services at Beech Hill & Trunk 4 to the new Hwy 104	\$559,573
NA	2013/14	Trunk 7 Sidewalk Extension	Extension of the sidewalk along Trunk 7 from Greenhill Estates to West River Bridge	\$75,541
NA	2014/15	Cloverville Watermain Replacement, Phase II	Improvement for water quality	\$309,854
NA	2014/15	Governors Lane Watermain Replacement	Improvement for water quality	\$148,114
NA	2015/16	Antigonish Arena Floor Replacement	Replacement of the slab floor at the Antigonish Arena. Proposed design details available in Dec. 12, 2014 memo from CJ Mac & Tender docs.	<b>Total = \$1,200,000</b> Fed = \$250,000 Prov = \$25,000 Town = \$462,500 Mun = \$462,500
8	2011/12	Somers Rd Waterline Extension	Extend water to residents of Somers Rd	\$600,000
9	2011/12	Brierly Brook Waterline	At the completion of the agreement with the Town, a connection will have to be made to the Post Rd.	\$1,200,000
NA	2016/17	Solar PV System at Municipal Office		
10	2016/17	Water Metering Program	Full system metering for customers of the Fringe and LSR Water Utilities - primarily residential.	\$767,000
NA	2017/18	Ponderosa & Heritage Drive Repaving	J-Class Road	\$73,500
NA	2018/19	West River Cross Road Paving	J-Class Road	\$95,000
NA	2018/19	Old South River Road Repaving	J-Class Road	\$71,000
NA	2018/19	Antigonish Arena Parking Lot Repaving		\$100,000
NA	2018/19	Canada 150 Pavillion		
NA	2018/19	Beech Hill Road Sewer & Water Extension v2	Extension of water & sewer to public works & municipal office; water to adjacent properties.	

Complete

Active

Unsuccessful

No Action

11	2017/18 or later. Phased.	Fringe Fire Flow Upgrades / System Improvements	Upgrade flows in the Fringe Area. An ICI Study and update of the proposed plan is being completed from 2015-17. Once this work is completed we will be better positioned to provide a recommendation.	\$5,500,000
12	2011/12	St. Andrew's Sidewalks / Wide Shoulder		NA
13	2011/12	Brierly Brook / Addington Forks Sewer Extnesion	Sewer Extension	NA
14	2012/13	Post Road - Somers Rd Sidewalks	Extended from the intersections of Post Road / Appleseed Drive	\$333,000
15	2012/13	Heatherton Farm Road Sewer	Sewer extnesion along Farm Road	\$150,000
16	2012/13	North Grant Water	Project amended from water and sewer to just water; shortened from the trailer park to Lower Noth Grant	\$600,000
17	2012/13	Tracadie Sewer Treatment and Collection	Provide sewer services to the residents of Tracadie	\$1,570,000
18	2012/13	West River Road Sewer Extension	Sewer Extension	\$1,125,000
19	2015/16	Alex Terrace Paving	Paving of Alex Terrace & Florence Circle.	\$134,419
21	2012/13	Cameron Kenny Hill Waterline	Water extension	\$305,000
22	2013/14	Silver Birch Water & Sewer Extension	Extension of services	\$220,800
23	2013/14	Landry's Loop South River Waterline	Water extension	\$160,000
24	2013/14	South Side Harbour Sewer Extension	Phase 1 - Gravity; Phase 2 to Village Lane	\$1,600,000
25	2013/14	Bayfeild Rd/West Arm Sewer	Provide sewer services to the residents	\$550,000
26	2013/14	Roman Valley / St. Andrews Water & Sewer Extention	Extension of services	\$245,000
29	2013/14	Route 337 Sewer Extension	Sewer extension to Dale Archibalds	\$124,000
30	2013/14	Skate Park		\$700,000
31	2013/14	Old #4 Sewer Extension	Sewer extension	NA
32	2013/14	Havre Boucher Sewer Extension	Extended sewer services to the Old Frankville Rd	NA
33	2013/14	Crocket Country Sidewalks		NA
34	2013/14	Lanark / Harbour Centre Waterline	Water extension	NA
35	2013/14	Lochaber Road Water reallocation	Water extension	\$300,000
36	2013/14	Lochaber Road Sewer reallocation	Sewer extension	\$172,000
38	2013/14	Addington Forks Sewer Line	Provide sewer services to residents	\$41,300
40	2013/14	Lower South River Waterline Replacement		\$90,000
42	2013/14	Highway #7 to Ashdale Waterline	Water extension	\$2,500,000
43	2013/14	Highway #7 to VanHeightens Farm Waterline	Water extension	NA
44	2013/14	Spruce Lane Water & Sewer	Service extension	NA
45		Greenwold Drive Beautification	Extend sidewalks from Beech Hill Rd to Williams Point Rd.	NA

46	Mount Cameron Curb & Gutter	Extend curb and gutter from Mount Cameron Circle to Harbour View Drive and Harbour View Crescent.	\$131,223
47	Route 337 Sidewalk	Sidewalk extension along Hwy 337 from Town boundary to second Mount Cameron Entrance	NA
48	St. Joseph's Water Utility Expansion	Expand water services to a larger area of the community	\$1,200,000
49	South River Road Watermain Replacement	Replace existing watermain	\$757,900
50	Antigonish Court House	Capital upgrades or other options	\$240,000
51	Pomquet Sewer System Improvements	Upgrades to improve the sustainability of the system	\$500,000
52	Appleseed Drive Curb & Gutter	Curb & Gutter along the residential strip of Appleseed.	\$201,533
53	Sylvan Valley Sewer Line Replacement	This section of line is demonstrating significant infiltration.	\$810,000
54	Water utility land acquisition		



2019/20 Capital Priorities						
Op Priority	Immediate Priorities					
	Project	Description	Estimate	Confirm Funding	Municipal Share	Notes
x	Fringe Water Utility Upgrades	Pre-Phase - Land acquisition				
	North Grant Waterline Extension	Extend water service from Old 245 to Lower North Grant (1.5km)	\$600,000		\$600,000	ICIP Application
x	Church Street to Beech Hill Road Looping	Connecting water systems to improve reliability and pressure.	\$450,000		\$450,000	ICIP Application
	Skate Park	Partnership with Town, StFX & Community	\$700,000	\$283,337	\$83,337	Exploring funding options
	Mount Cameron Curb & Gutter	Extend curb and gutter from Mount Cameron Circle along Harbour View Drive.	\$131,223	\$0	\$131,223	Approved in Fall 2018
x	Silver Birch Water Meter	Add meter & chamber at entry of private water infrastructure	\$60,000		\$60,000	
x	Lower South River Well 7 Construction	Adding a new well to the LSR Utility to mitigate turbidity issues.	\$90,000		\$90,000	Potential PCAP Project
	J-Class Road Improvements	Cape Jack Wharf Road Willowdale Lane Somers Road Cunningham Road				Applied under the J-Class Cost Share
x	Equipment	Little Tractor				
x	Equipment	Garbage Truck Replacement	\$265,000	\$0	\$265,000	Net the sale of older vehicle
x	Municipal Operations	Municipal Office Parking Lot Expansion				
	Municipal Operations	Municipal Office Accessibility Upgrades				
	<b>TOTAL</b>		<b>\$2,296,223</b>	<b>\$283,337</b>	<b>\$1,679,560</b>	
Next Priorities						
x	Fringe Water Utility Upgrades	Phase 1 - Post Road storage & associated transmission	\$2,200,000		\$2,200,000	Reviewing Phases
x	Fringe Water Utility Upgrades	Phase 2 - Transmission to Trunk 7 & Fisheries to Superstore Looping	\$450,000		\$450,000	Reviewing Phases
x	Fringe Water Utility Upgrades	Phase 3 - Replacement of Trunk 7 watermain; Looping Nova to Keating, Keating to Tamara, Tamara to Elliot.				Reviewing Phases; developing estimate
	Cameron Kenny Hill Waterline	Water extension	\$305,000		\$305,000	Approved Local Improvement
	St. Joseph's Water Utility Expansion	Land acquisition				Local Improvement Under Consideration

	Expand water services to a larger area of the community	\$1,200,000		\$1,200,000	Local Improvement Under Consideration
	Antigonish Court House	Capital upgrades or other options	\$240,000	\$240,000	Developing Options
x	Pomquet Sewer System Improvements	Upgrades to improve the sustainability of the system	\$500,000	\$500,000	Potential PCAP Project
x	Sylvan Valley Sewer Line Replacement	This section of line is demonstrating significant infiltration.	\$810,000	\$810,000	Waiting on right funding opportunity
	Connectivity	Cellular and Broadband connections			Seeking Fed / Prov funding
<b>TOTAL</b>		<b>\$8,001,223</b>	<b>\$283,337</b>	<b>\$7,384,560</b>	